

**Frequently Asked Questions for RFP EPA-R3CBP-05-04**  
**State Tributary Strategy Implementation**  
(Updated 9/19/2005)

**Q1: What is the allowable indirect cost (overhead)? Is it a set percentage as with USDA grants or is it the University rate?**

*A1: Each applicant has their own pre-determined indirect cost rate. EPA does not direct the applicant as to what they can charge for indirect cost rates.*

**Q2: Would we be eligible for any money under EPA-R3CBP-05-04 for our project if we do not answer the questions in Task 12, Attachment 1, page 4 of 27.**

*A2: Page 42 of the RFP describes Task 12 and the outputs expected, which includes the need for recommended efficiency values of BMP practices for Attachment 1. The additional evaluation criteria, which is located on page 43 is directly related to obtaining answers to questions in Attachment 1 in order to get to the expected outputs of the task. Your ranking would be based on those factors as outlined in the RFP.*

**Q3: Could you please provide me with some guidance regarding proposal format (i.e. margins, font, etc.)? I can't find it in the RFP.**

*A3: The RFP contains the following language on page 6, Section IV B.*

**Requirements for Appendix B: Expanded Proposal:** *The review criteria that applies to all proposals are listed in Section V: Application Review Information and the criteria in Appendix C for specific tasks announcement must be addressed in the proposal. The expanded proposal shall not exceed twelve pages in length. Pages refer to one-side of a typed page. The proposal must be submitted on 8 1/2 x 11 paper. Note that the twelve pages must include all supporting materials, including resumes or curriculum vitae and letters of support. With the exception of documentation of non-profit status, if you submit more than twelve pages, the additional pages will be discarded and will not be considered in the review.*

*RFP Page 8, Section IV F. **Other Submission Requirements:** Please submit three complete, unbound copies of the proposal and an electronic copy of the complete proposal in either Word or WordPerfect (WP6, WP7, Word 97, and Excel 97 are acceptable) via email or disk. The hard copies of the proposal should be one-sided, if possible.*

*You can also find the same information in Appendix B, page 16 as follows:*

**Expanded Format:** *Proposals shall not exceed twelve pages. The proposal must be submitted on 8 1/2 x 11 paper. Note that the twelve pages must include all supporting materials, including resumes or curriculum vitae and letters of support. With the exception of documentation of non-profit status, if the proposal includes more than twelve pages, the additional pages will be discarded and not considered in the review.*

**Q4: In reference to Task #3 of the RFP EPA-R3CBP-05-04: "Assessing Nutrient Reductions from Precision Agriculture and Reduced Rate Precision Agriculture", is there a possibility that the project duration for this task can be longer than one year (with an appropriate increase in funds requested)?**

*A4: There is not a possibility for this RFP. If it is found that there is a need beyond this year to fund this project, another RFP would be issued that would include this task as a continuation.*

**Q5: The RFP indicated that there will only be one proposal funded per task. Is this correct? If so, how many proposals do you expect to get for each task? Thank you for your time.**

*A5: On page 5, Section III B: Award Type of the RFP, it states: "The Chesapeake Bay Program Office is expected to award one the more grant or cooperative agreement(s) and /or interagency agreement(s) per task under this RFP." It is not clear at this time how many proposals to expect. The numbers have varied from year to year.*

**Q6: Is the title of the task only for reference or does the title must server as the title of the proposal itself?**

*A6: Appendix A, page 15 outlines the format for the one-page proposal that must accompany your proposal. The format includes a spot for Task# and Title. If you want to have a sub-title for your proposal, that is the choice of the applicant, but the Task # and Title must be used in the proposal heading, according to Appendix A.*

**Q7: Is the resume or curriculum vitae of the co investigator required as well as the principal investigator.**

*A7: Appendix B lists under 2.c. Brief biographies of applicant lead(s) including resumes and/or curriculum vitae. It is up to the discretion of the applicant to determine who is to be included in this requirement. The applicant should be aware of the statement on page 7, Section IV B: Applicants will be evaluated on their ability to demonstrate their capability and capacity to successfully carry out the proposed project for all of the evaluation criteria listed in Section V.*

**Q8: For Task #2 Statistical and Hydrologic Analysis of Sediment Data, who is asking the information and how are they looking to use the information?**

*A8: The Chesapeake Bay Program Nutrient Subcommittee (NSC) is working to answer questions listed on page 20 of the RFP, Task 32, Expected outcomes in order to understand the sources of sediment and reasons behind higher sediment yields in one area versus another. The results will provide useful information for the Chesapeake Bay Program Phase V Watershed Model calibration, to enable decision makers to evaluation sediments and the role they play in meeting living resources and habitat goals of the Chesapeake 2000 Commitments.*